



Safety Standards
and
Borough-Based Teams

Joint Training Session
DOE and UFT
March 2019

Overview

The UFT and DOE seek to ensure safety, and positive school culture and climate in each and every one of our schools. This document was drafted in accordance with the 2018 Memorandum of Agreement between the UFT and DOE in order to provide system-wide safety standards to school educators and related service providers. The UFT and DOE worked collaboratively to design these five standards in order to address concerns raised by schools and educators.

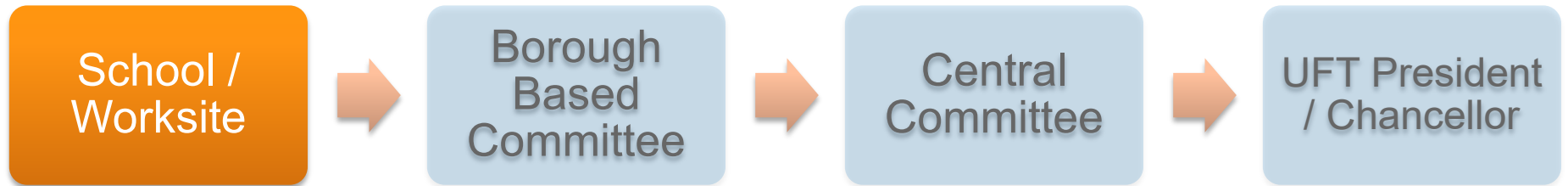
System-wide Standards for Safety

- **Safety Standard 1 : School Safety and School Culture and Climate; Regulations and State Law**
 - New York State Education Law, New York State SAVE Legislation, NYCDOE Chancellor's Regulations
- **Safety Standard 2: School Safety and the Safety Committee**
 - Committees must meet monthly, minutes distributed by the committee within two days.
- **School Safety Standard 3: School Culture and Climate**
 - Consolidated School and Youth Development Plans will include, but not be limited to anti-bullying programs, Respect for All programs, restorative justice and de-escalation initiatives.

System-wide Standards for Safety (continued)

- **School Safety Standard 4: Professional Development**
 - DOE sessions for Chapter Leaders, annual training for all staff (Sept. 1-Sept.15 or 30 days of hire), school-based training (twice per semester), DOE/UFT sessions for deans.
- **School Safety Standard 5: Safety Data, Enhanced Version (Staff Version) of the Safety Plan and Summary Reports/Consolidated Plans**
 - Safety Plan: **Staff Version** to Chapter Leader within 30 days of **certification**, all other staff by request made to the principal.
 - Consolidated School and Youth Development Plan: to Chapter leader within 30 days of **approval**.
 - Occurrence data: no later than 48 hours prior to the Safety Committee meeting, the **principal** shall provide a **copy** of the following Online Occurrence Reporting System (OORS) reports to the **Chapter Leader** **which may not be reproduced nor distributed: Occurrence Snapshot, Level 1-5 Summary, Occurrence Summary by Code, Location Summary and Hourly Incident Analysis.**

Conflict Resolution, Escalation, and Committees



Safety Standards Conflict Resolution

At the school level, Chapter Leaders may attempt to resolve issues with the principal/supervisor through:

- Consultation Committee
- One-on-one conversations
- Email notification to the principal/supervisor

School / Worksite

Resolution Request Process

1. State the issue.
2. Explain the violation.
3. Provide the principal/supervisor with all relevant documentation.
4. State the specific resolution the staff is requesting.
5. The principal has **5 school days** to resolve issue before it can be escalated to the Borough Based Committee

School / Worksite



Borough Based Committee

Borough Based Committee

- The Borough Based Safety Committee shall be comprised of an equal number of members appointed by the Chancellor and UFT President.
- The Committee shall include, at a minimum the appropriate DOE Borough Safety Director(s) (BSD) and the appropriate member(s) of the UFT Victim Support Personnel (VSP).
- The Committee shall meet monthly, at a regularly scheduled time for the purposes of addressing school safety, culture and climate issues not resolved at the school level and to ensure the system-wide safety standards are being implemented properly in schools.
- They are tasked with resolving any issue that cannot be resolved at the school based level.

Borough Based Committee: Escalation/Resolution Process

1. If the chapter leader and the principal are unable to reach a resolution, the District Representative (DR) may escalate the issue to the Borough Based Committee.
2. The DR will send an escalation email to the BSD and VSP with a copy to the Chapter Leader, the principal, the superintendent, the borough representative and the Director of Contract Empowerment.
3. If the Borough Based Safety Committee agrees on a resolution, the resolution shall be enforced by the district or high school superintendent.
4. As soon as the unresolved safety issue is escalated, the Borough Based Committee may attempt to resolve the violation prior to the monthly meeting.



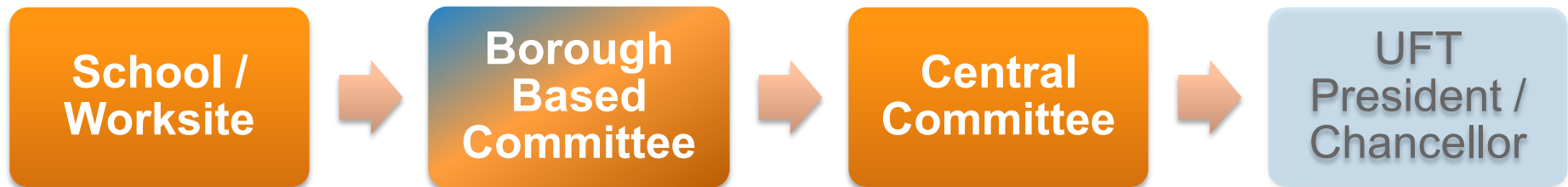
Central Committee

- The Central Committee will be made up of an equal number of representatives appointed by the UFT President and the Chancellor.
- The NYC DOE Senior Executive Director for the Office of Safety and Youth Development, as well as the UFT Director of Health and Safety will be present at the Central Committee Meeting, if there are escalated safety items on the agenda.
- The Central Committee will meet at least once monthly, on the first Wednesday of the month to review system-wide operational issues and address unresolved operational and safety issues.

Central Committee

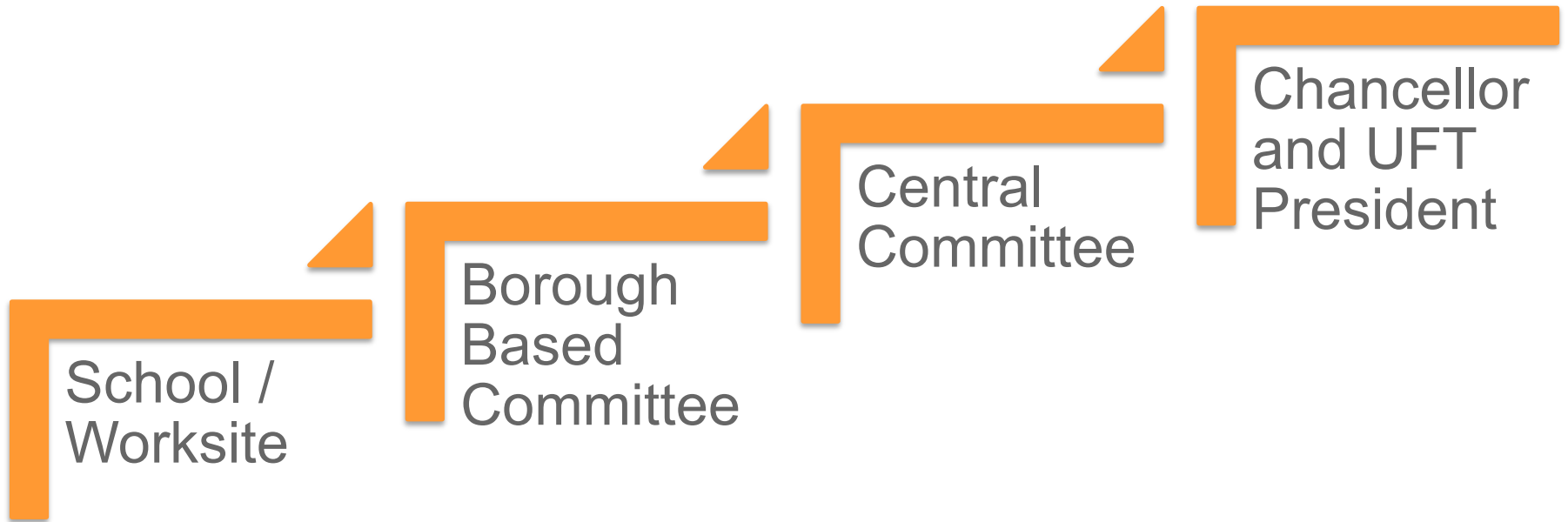
Safety Escalation/Resolution Process

1. If there is no resolution at the Borough Based Committee, the issue is referred to the Central Committee.
2. The violation is resolved if the Central Committee reaches agreement and the Chancellor approves.
3. Resolution is enforced by district or high school superintendent.
4. In the event that the Central Committee cannot agree on the resolution of a school safety, culture and climate issue, the Central Committee shall refer the issue to the Chancellor and/or his/her designee and the President of the UFT and/or his/her designee for a final determination.



Resolution/Escalation Process

Safety



QUESTIONS?